



APPLICATION FOR REINSTATEMENT OF LAPSED LICENSE

Alabama Board of Nursing
P. O. Box 303900
770 Washington Avenue, Suite 250
Montgomery, AL 36130-3900
Phone: (334) 242-4060
Toll Free Number: 1-800-656-5318

REINSTATE ONLINE AT
www.abn.alabama.gov

LICENSE NUMBER: _____

SSN: _____

The fee for reinstatement of a lapsed license is \$125 plus the renewal fee of \$75 (Total \$200).

FEES ARE NOT REFUNDABLE.

Submit an additional \$100 (\$50 reinstatement fee for advanced practice plus \$50 advanced practice renewal fee) and a copy of current certification for each of the checked boxes.

☐ CRNA ☐ CRNP ☐ CNM ☐ CNS

IF THE NAME ON THE APPLICATION IS INCORRECT, ATTACH A COPY OF THE LEGAL DOCUMENT AUTHORIZING CHANGE.

MAKE ADDRESS CHANGE HERE:

NAME _____
ADDRESS (Line 1) _____
ADDRESS (Line 2) _____
CITY STATE ZIP CODE _____
COUNTRY _____

E-MAIL _____

DAY PHONE _____

Did you obtain 24 continuing education hours within the past twenty-four months?

YES ☐ NO ☐

(Copies of the certificates must be enclosed and show the provider number or approving agency, date of course completion or date credit was awarded, location, title of course, signature of authority, and name of person who was awarded the contact hours. Only twelve hours can be independent study.) Six hours of continuing education for pharmacology is required for CRNA, CRNP, and CNM reinstatement.

IF THE ANSWER TO ANY OF THE FOLLOWING QUESTIONS IS "YES", ATTACH A DETAILED EXPLANATION AND ALL PERTINENT RECORDS (COURT, TREATMENT, MILITARY, OR OTHER BOARD OF NURSING RECORDS). IF THIS INFORMATION HAS PREVIOUSLY BEEN SUBMITTED TO THE BOARD, PLEASE INDICATE THAT AND WHEN THE DISCLOSURE OCCURRED. OTHERWISE, PLEASE ALLOW 30 DAYS FOR "YES" ANSWERS TO BE REVIEWED.

1. Do you currently have any felony or misdemeanor charges pending against you in any state, territory, or country for any of the following: drug and/or alcohol offenses, sexual assault/misconduct, negligence, abuse, theft/fraud, or violence against another person? YES ☐ NO ☐
2. Since your last renewal, have you pled guilty, entered a plea of nolo contendere, been convicted of or received deferred prosecution, or had judgement withheld for a misdemeanor or felony in any state, territory, or country? YES ☐ NO ☐
3. Since your last renewal, has your license, registration or advanced practice, certification in any state, territory, or country been denied, revoked, suspended, reprimanded, fined, surrendered, restricted, limited, or placed on probation? Is there any action currently pending? YES ☐ NO ☐
4. Since your last renewal, have you been administratively discharged from the military for alcohol or drug treatment failure or have you ever been court martialled for any reason? YES ☐ NO ☐
5. Since your last renewal, have you abused alcohol/drugs or received treatment or been recommended for treatment for dependency to alcohol, drugs, or illegal chemical substances? YES ☐ NO ☐

EMPLOYMENT IN NURSING

Most recent employment in nursing:

Name of Agency _____

Address _____

Supervisor _____

Telephone Number _____

Date of Last Employment as a Nurse _____

AFFIDAVIT

AFFIRMATION OF ELIGIBILITY FOR LICENSE RENEWAL

I affirm that the information recorded on this application concerning any item contained herein is true and correct. I understand that I may be required to submit documentation to support my affirmation. I further understand that any false statement is in violation of the Code of Alabama and the Board of Nursing Administrative Code and constitutes cause for disciplinary action.

Signature _____

Date _____

County of Residence _____

Frequently Asked Questions – Reinstatement of a Lapsed License

Q. Will I have to retake Board's or NCLEX before reinstating my license back to the active status?

A. No, you are not required to retake the Board's or NCLEX in order to regain an active status.

Q. What is the Reinstatement fee?

A. The fee for reinstatement is \$200 (\$125 reinstatement, \$75 renewal).

Q. How many contact hours will I need to Reinststate my license?

A. You need to have 24 contact hours. All of the contact hours can be earned through attendance (internet, conferences, workshops, etc.) Up to 12 contact hours can be earned through independent study (nursing journals). CE for Reinstatement must be earned within the past 24 months from the date we receive your application. For further information regarding continuing education please refer to the Continuing Ed section of the Board's website at www.abn.alabama.gov.

Q. Can I apply for Reinstatement of my license online?

A. Yes, you can complete the application and pay the fee using a credit or debit card under the online services section of the Board's website at www.abn.alabama.gov.

Q. If I apply for Reinstatement online, will I still need to submit copies of my CE certificates?

A. Yes, you are still required to submit copies of your certificates. Certificates can be faxed to 334-242-0541 attention Brenda Adams-Packer.

Q. Is there a temporary permit available while I earn my contact hours for Reinstatement?

A. No, a temporary permit is not available for reinstatement applicants.

Q. Can I apply for Reinstatement before earning the contact hours?

A. No, you must have the contact hours completed prior to submitting the application.

Q. What is the CE earning period for Reinstatement?

A. Contact hours must be earned within the past 24 months from the date we received the application. Therefore, it depends on when the Reinstatement is submitted.

Q. Do I need to take specific courses in order to reinstate, such as a refresher course or college courses?

A. No, you are not required to take specific courses. You are only required to have a total of 24 contact hours from approved providers.

Q. I've been licensed in another state. Will I need verification of licensure from that state?

A. No, we do not require verification of licensure from other states for Reinstatement.

Q. I held an Alabama license in the past. I also hold licensure in other states. I would like my Alabama license to be active again. Do I reinstate or endorse my license to get it back to the active status?

A. Once you've had an Alabama license, you always have an Alabama license. If you did not keep it current, then the status is lapsed and you will need to reinstate it. You can not endorse on a lapsed license.

Q. How do I get my contact hours?

A. You may search for CE Providers in your area and browse through a list of upcoming CE opportunities under the Continuing Ed section of the Board's website at www.abn.alabama.gov. You can also search the internet for continuing education for nurses, to find some independent study CE's. MEDCEU (the online company) contact hours are not accepted by the Alabama Board of Nursing.

Q. How will Reinstatement affect upcoming license renewals and effective dates?

A. RN's reinstating their license between now and 08/31/2008 will receive an active license with an expiration date of 12/31/2008. LPN's reinstating their license between now and 08/31/2007 will receive an active license with an expiration date of 12/31/2007.

Nurses whose licenses are reinstated shall accrue for license renewal one contact hour for each calendar month remaining in the earning period after reinstatement; however, no hours will be required if the time remaining in the earning period is six months or less. Please refer to the prorated chart listed under the Continuing Ed section of the Board's website at www.abn.alabama.gov. Contact hours earned for reinstatement of a lapsed license may not be used toward the continuing education requirement for the next license renewal.

The following information may be helpful in obtaining contact hours. All of the contact hours can be earned through attendance (internet, conferences, workshops, seminars, etc.). Up to 12 contact hours can be earned through independent study (nursing journals, whether online or in print).

Try contacting the following websites to earn contact hours:

- ◆ www.westernschools.com
- ◆ www.myfreece.com
- ◆ www.netce.com
- ◆ www.diversifiednursingservices.com
- ◆ www.ceregistration.com
- ◆ www.nursingceu.com
- ◆ The Board does not accept contact hours earned online from MEDCEU.
- ◆ A search can also be conducted on the internet for continuing education for nurses, to locate more online providers.

A photocopy of a wallet card from any of these specific standardized national programs is accepted:

- American Heart Association Courses
 - ◆ Basic Life Support: 8 hours
 - ◆ Advanced Cardiac Life Support: 16 hours initial; 8 hours recertification
 - ◆ Pediatric Advanced Life Support: 8 hours
 - ◆ Neonatal Advanced Life Support: 8 hours
- Emergency Nurses Association
 - ◆ Trauma Nursing Core Course: 16 hours
 - ◆ Emergency Nursing Pediatric Course: 16 hours
 - ◆ Course in Advanced Trauma Nursing: 13 hours
- Basic Trauma Life Support International
 - ◆ Basic Trauma Life Support, Basic: 16 hours
 - ◆ Basic Trauma Life Support, Advanced: 16 hours

College courses (beyond basic education used to obtain original license):

- ◆ 15 contact hours = 1 academic semester credit hour
- ◆ 10 contact hours = 1 academic quarter credit hour

Employee in-service hours must be printed on company letterhead (must include class title, the date, and the hours awarded for each class) and signed by an education coordinator.

Please also refer to the Continuing Ed section of the Board's website (www.abn.alabama.gov) for a list of upcoming continuing education courses and an approved provider list.

Appearance on this page represents neither recommendation nor endorsement by the Alabama Board of Nursing. This page is being provided as a service.

CHANGES REGARDING PERSONAL CHECKS

Effective December 24, 2002, the following changes will be made regarding personal checks:

- ❖ Personal checks are not an acceptable method of payment of fines. Fines are payable only by certified check, cashier's check, business check, or money order.
- ❖ Counter checks are not an acceptable method of payment. Personal checks shall be imprinted with the name, address, and account number of the applicant or licensee.
- ❖ Personal checks by third parties (spouse, friend, parents, etc.) are not acceptable. Again, the name of the applicant or licensee must be imprinted on the check. Business checks are acceptable.
- ❖ Personal checks on out-of-state banks are not acceptable.
- ❖ License verification fees are not payable by personal check.

Applicants or licensees who have checks returned due to insufficient funds may be prohibited from paying any future fees by personal check. As of January 1, 2003, the bad check charge will be \$30.